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MEMORANDUM FOR: Deputy Director for Support

SUBJECT

: Office of Personnel Report - Week Ending

2 March 1973

1. Position Management:

a. A meeting was held with the Chief and Deputy Chief of	
the it is to discuss survey findings.	25X1A
The survey report has been completed and is being	25X1A
reviewed.	
b. A meeting was held with the Chief of Personnel,	25X1A
to discuss realignment of	
positions within the Division and the structuring of some	
elements.	

c. The Domestic Contact Service survey report has been completed and is being reviewed.

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- 2. Presidential Classroom: Two briefing sessions (21 and 2.) February) for Presidential Classroom students have been held in the auditorium attended by approximately 249 students at each session. The briefings have been well received.
- 3. Speaker at Reserve Meeting: Rear Admiral J. Edward Snyder, Jr., who is the Oceanographer of the Navy, will address the members of the Agency military reserve unit on Monday, 5 March 1973. The meeting will be held in the auditorium and will start at 1745 hours. Admiral Snyder's presentation will be on "Oceanography" and will be similar to the one he recently gave to members of Congress.

Last week members of his staff visited Headquarters to view the facilities for setting up displays that will be used in conjunction with his talk. The exact number of displays to be exhibited is not known, but Admiral Snyder's people will start setting up the displays in the early afternoon on Monday.

Office of Security, and a member of the Agency Naval reserve unit have the responsibility for handling the administrative details in connection with this presentation.

From all indications this meeting should be one of the most interesting and informative presentations for this training year. Agency personnel, other than reservists in the Intelligence and Science and Technology

Directorates, have been invited to attend. Attached is a flyer concerning

Admiral Snyder's career.

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/s/Harry B. Fisher

Harry B. Fisher
Director of Personnel